

PRESS & ISBE/IDPH Reopening Guidelines

*This chart is designed to assist school boards and administrators in examining which of their district's existing **PRESS** materials may apply to certain topics addressed in the joint Ill. State Board of Education/Ill. Dept. of Health [Part 3 Transition Guidance: Starting the 2020-21 School Year](#), including those parts of the guidance that refer to a district's "policy" or "policies."*

Topic	Relevant PRESS Materials			Local Practical Implementation Considerations
<p><i>Face Coverings (p 32 -34)</i> Part 3 Transition Guidance FAQ (p. 1, #4, updated 6/29/20) - "It is recommended that schools and districts examine and communicate which policies apply to the requirement of wearing a face covering while in school buildings and handle violations in the same manner as other similar policy violations."</p>	Section	Policy/AP	Text	<p>Management of potential increased volume of employee accommodation requests regarding face coverings</p> <p>Updates to employee handbooks and/or other District communications to address face covering expectations for employees</p> <p>Managing supply of face coverings for employees who do not provide their own</p> <p>Signage in buildings to remind employees of face covering requirement and other clear communication of requirement</p>
	Personnel	5:10, <i>Equal Employment Opportunity and Minority Recruitment</i>	"The School District shall provide equal employment opportunities to all persons regardless of their...physical or mental handicap or disability, if otherwise able to perform the essential function of the job with reasonable accommodation."	
	Personnel	5:240, <i>Suspensions</i>	<p>"Misconduct that is detrimental to the School District includes: Insubordination, including any failure to follow an oral or written directive from a supervisor; Violation of Board policy or Administrative Procedure; Conduct that disrupts or may disrupt the educational program or process Conduct that violates any State or federal law that relates to the employee's duties; and Other sufficient causes."</p>	
Personnel	5:290, <i>Employment Termination and Suspension</i>	"The Superintendent is authorized to suspend an employee without pay as a disciplinary measure, during an investigation into allegations of misconduct or pending a dismissal hearing, whenever, in the Superintendent's judgment, the employee's presence is detrimental to the District."		

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	Instruction	6:150, Home and Hospital Instruction	<p>"A student who is absent from school, or whose physician, physician assistant, or advanced practice registered nurse anticipates that the student will be absent from school, because of a medical condition may be eligible for instruction in the student's home or hospital....Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse."</p>	<p>Establishing a protocol for submission of doctor's notes for students who are unable to tolerate a face covering</p> <p>Consideration of amending a student's 504 Plan or IEP to reflect inability or reduced ability to wear a face covering, or face covering accommodations</p>
	Students	7:190, Student Behavior	<p>Gross disobedience and misconduct is defined to include: "Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property."</p>	<p>Clear communication with parents and students about face covering requirement for students and limited exemptions</p> <p>Updates to student handbooks and/or other District communications to address face covering expectations for students</p> <p>Managing supply of face coverings for students who do not provide their own</p> <p>Signage in buildings to remind students of face covering requirement</p>
	Community Relations	8:20, Community Use of School Facilities	<p>"School facilities are available to community organizations during non-school hours when such use does not: (1) interfere with any school function or affect the safety of students or employees, or (2) affect the property or liability of the School District."</p> <p>"The use of school facilities requires the prior approval of the Superintendent or designee and is subject to applicable procedures." "Persons on school premises must abide by the District's conduct rules at all times."</p>	<p>Clear communication with visitors/outside organizations about face covering requirement</p>

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	<table border="1"> <tr> <td data-bbox="392 295 585 574">Community Relations</td> <td data-bbox="585 295 970 574">8:30, Visitors to and Conduct on School Property</td> <td data-bbox="970 295 1913 574"> <p>"No person on school property or at a school (including visitors, students and employees) shall....</p> <p>15. Violate other District policies or regulations, or a directive from an authorized security officer or District employee.</p> <p>16. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function."</p> </td> </tr> <tr> <td data-bbox="392 574 585 933">Community Relations</td> <td data-bbox="585 574 970 933">8:70, Accommodating Individuals with Disabilities</td> <td data-bbox="970 574 1913 933"> <p>"Individuals with disabilities shall be provided an opportunity to participate in all school-sponsored services, programs, or activities and will not be subject to illegal discrimination. When appropriate, the District may provide to persons with disabilities aids, benefits, or services that are separate or different from, but as effective as, those provided to others."</p> <p>"Individuals with disabilities should notify the Superintendent or Building Principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting."</p> </td> </tr> </table>	Community Relations	8:30, Visitors to and Conduct on School Property	<p>"No person on school property or at a school (including visitors, students and employees) shall....</p> <p>15. Violate other District policies or regulations, or a directive from an authorized security officer or District employee.</p> <p>16. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function."</p>	Community Relations	8:70, Accommodating Individuals with Disabilities	<p>"Individuals with disabilities shall be provided an opportunity to participate in all school-sponsored services, programs, or activities and will not be subject to illegal discrimination. When appropriate, the District may provide to persons with disabilities aids, benefits, or services that are separate or different from, but as effective as, those provided to others."</p> <p>"Individuals with disabilities should notify the Superintendent or Building Principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting."</p>	<p>Consideration of a supply of face covering for visitors</p> <p>Signage in buildings to remind all visitors of face covering requirement</p> <p>Management of potential increased volume of visitor accommodation requests regarding face coverings</p>
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<p><i>Sanitizing and cleaning (includes reference to "green cleaning policies" (p.35)</i></p>	<table border="1"> <thead> <tr> <th data-bbox="392 992 585 1057">Section</th> <th data-bbox="585 992 803 1057">Policy/AP</th> <th data-bbox="803 992 1913 1057">Text</th> </tr> </thead> <tbody> <tr> <td data-bbox="392 1057 585 1302">Operational Services</td> <td data-bbox="585 1057 803 1302">4:150, <i>Facility Management and Building Programs</i></td> <td data-bbox="803 1057 1913 1302"> <p>"All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching."</p> <p>"For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council."</p> </td> </tr> </tbody> </table>	Section	Policy/AP	Text	Operational Services	4:150, <i>Facility Management and Building Programs</i>	<p>"All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching."</p> <p>"For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council."</p>	<p>Acquisition of EPA-approved disinfectants and appropriate personal protective equipment for use by staff responsible for cleaning</p> <p>If and how completed cleanings will be documented and posting of scheduled cleaning times</p>
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Operational Services	4:150, <i>Facility Management and Building Programs</i>	<p>"All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching."</p> <p>"For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council."</p>						

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<p><i>Preparing for When a Student or Staff Member Becomes Sick (confirmed or suspected COVID-19 cases)(p. 30-31)</i></p>	Section	Policy/AP	Text	<p>Clear communication with staff about health and safety protocols for confirmed and suspected cases of COVID-19</p> <p>Updates to employee handbooks and/or other District communications to address health and safety protocols for confirmed and suspected cases of COVID-19</p> <p>Clear communication with students and parents about health and safety protocols for confirmed and suspected cases of COVID-19</p> <p>Updates to student handbooks and/or other District communications to address health and safety protocols for confirmed and suspected cases of COVID-19</p>
	Personnel	5:40, <i>Communicable and Chronic Infectious Disease</i>	<p>"An employee with a communicable or chronic infectious disease is encouraged to inform the Superintendent immediately and grant consent to being monitored by the District's Communicable and Chronic Infectious Disease Review Team. The Review Team, if used, provides information and recommendations to the Superintendent concerning the employee's conditions of employment and necessary accommodations."</p> <p>"An employee with a communicable or chronic infectious disease will be permitted to retain his or her position whenever, after reasonable accommodations and without undue hardship, there is no substantial risk of transmission of the disease to others, provided an employee is able to continue to perform the position's essential functions. An employee with a communicable and chronic infectious disease remains subject to the Board's employment policies including sick and/or other leave, physical examinations, temporary and permanent disability, and termination."</p>	
	Personnel	5:40-AP, <i>Communicable and Chronic Infection Disease</i>	<i>Implements the above policy.</i>	
	Students	7:280, <i>Communicable and Chronic Infectious Disease</i>	"A student with or carrying a communicable and/or chronic infectious disease has all rights, privileges, and services provided by law and the School Board's policies. The Superintendent will develop procedures to safeguard these rights while managing health and safety concerns."	
Students	7:280-AP, <i>Managing Students with Communicable or Infectious Diseases</i>	"If a student's communicable or infectious disease affects his or her ability to participate in the District's educational programs, he or she shall be treated as a disabled person under Section 504 of the Rehabilitation Act of 1973, unless the student has already qualified for and is receiving services through an IEP under the Individuals with Disabilities in Education Act."		

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<i>Grading (p. 26)</i>	Section	Policy/AP	Text	
	Instruction	6:280, <i>Grading and Promotion</i>	"The Superintendent or designee shall establish a system of grading and reporting academic achievement to students and their parents/guardians. The system shall also determine when promotion and graduation requirements are met. The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, and performance on the standardized tests required by the Ill. State Board of Education (ISBE) and/or other assessments. A student shall not be promoted based upon age or any other social reason not related to academic performance."	